



HVAC Commercial Estimator

- ❖ **Well established HVAC supplier with a strong track record of success**
- ❖ **NEW branch due to open April 2015**
- ❖ **Join a team of HVAC specialists, technicians and engineers**

This well-established organisation has been supplying HVAC products from some of the world's premier manufacturers. Our team is full of HVAC specialists, technicians and engineers, which is the key to the flexible and responsive service that sets us apart. It means we're uniquely placed to source, supply and service the best solutions for any project or challenge. Residential, commercial, industrial – our expertise is universal.

Continued growth and success has generated a new opportunity for a HVAC Commercial Estimator to join our new branch, due to open April 2015.

Your main responsibilities will include:

- ❖ Review incoming inquiries to ensure the specifications & requirements are within the companies capabilities
- ❖ Compile relevant tender information and estimate price
- ❖ Make tender amendments where applicable, using client feedback on submitted tender
- ❖ Provide technical data to domestic and commercial installers

To be considered for this role you will:

- ❖ Have HVAC industry experience
- ❖ Appropriate Engineering trade background with past experience in Estimating
- ❖ Have a sound working knowledge of project management principles, including tendering
- ❖ Ability to discuss technical aspects pertaining to an inquiry or order with suppliers, sub-contractors and clients

As a person you will have:

- ❖ Excellent time-management and negotiation skills
- ❖ Computer literacy, particularly the ability to use project scheduling software such as Microsoft Project, Word and Excel
- ❖ Good at mathematics, and understanding and applying engineering principles
- ❖ Attention to detail with the ability to write concise and accurate reports
- ❖ Be flexible to meet the demands of a growing business

We encourage all interested candidates to apply via email to caryn.jones@pulsehr.com.au